



**The Governor's
Safe and Drug Free Schools
&
Communities Program**

Request for Proposals 2007 - 2008

**Application
For funding under the
Safe and Drug-Free Schools and
Communities Act of 2001**

**Title IV, Part A, No Child Left
Behind Act of 2001**

Deadline: Tuesday, September 30, 2008 at 4:00 p.m.

I. OVERVIEW

On January 8, 2002 President Bush signed into law the No Child Left Behind Act (NCLB) of 2001. As a result, the Safe and Drug-Free Schools and Communities Act (SDFSCA) (Title IV, Part A of the ESEA) was authorized and became a critical part of this national effort to ensure academic success for all students by addressing problems related to drug and violence prevention.

A. Purpose

The Governor's Safe and Drug Free Schools and Communities Act discretionary grants are intended to (1) support drug and violence prevention activities, including (2) activities that prevent the illegal use of alcohol, tobacco, drugs; (3) that involve parents and communities; and (4) that are coordinated with related federal, school, community efforts and resources to foster a safe and drug-free learning environment that supports student academic achievement. [SDFSCA Section 4115(a)(1)]

B. Authorized Activities

Governor's SDFSCA funds are to be used to implement drug and violence prevention activities, including—

- (1) activities that complement and support local educational agency activities under section 4115, including the development and implementation of activities to prevent and reduce violence associated with prejudice and intolerance;
- (2) dissemination of information about drug and violence prevention;
- (3) development and implementation of community-wide drug and violence prevention planning and organizing activities. [SDFSCA Section 4112(a)(5)].

D. Priorities

In awarding these funds, the Governor's Program will give priority to

- (1) children and youth who normally are not served by state educational agencies or local educational agencies; or
- (2) populations that need special services or additional resources (such as youth in juvenile detention facilities, runaway or homeless children and youth, pregnant and parenting teenagers, and school dropouts). [SDFSCA Section 4112(a)(2)].

Additionally, special consideration will be given to grantees that pursue a comprehensive approach to drug and violence prevention that includes providing and incorporating mental health services related to drug and violence prevention in their program. [SDFSCA Section 4112(a)(3)].

E. Eligible Applicants

Local education agencies, community-based organizations (including community anti-drug coalitions), other public entities and private organizations, or a consortia of these agencies. [SDFSCA Section 4112(a)(1)].

A single agency or organization may submit only one proposal under this grant program.

F. Review Process and Criteria for Awards

Proposals will undergo a peer review process for quality based on the established criteria in this RFP.

Awards will be based on the following:

- (1) quality of the program or activities proposed and
- (2) how the program or activity meets program purposes and Principles of Effectiveness as described in Section 4115(a) of the SDFSCA.

G. Reports and Mandatory Workshop

Successful grantees must attend or send a representative to mandatory meetings to learn about the INTERIM and FINAL PERFORMANCE REPORT requirements.

Program Coordinator and grantee will establish a SCHEDULE OF REPORTS based on individual project timelines.

REQUIREMENT—The program or activity shall undergo a periodic evaluation to assess its progress toward reducing violence and illegal drug use in schools to be served based on performance measures described in section 4114(d)(2)(B).

II. PROPOSAL PREPARATION AND SUBMISSION REQUIREMENTS

One (1) original and four (4) copies of each proposal are to be part of the application.

Proposal Components

A complete proposal must include the following components, compiled in the following order:

A. Overview – A short narrative of your organization, its location, and type. Include a brief description of how the Governor’s discretionary grant will help your organization to address the identified needs described in detail below.

B. Needs and Justification – Statement must address the following:

- (1) Identify your target group and summarize the youth-violence and substance abuse-related needs identified for the community and/or population you are proposing to serve.
- (2) Specify the number of youth to be served/reached by the proposed program, including categories and numbers of others (e.g., parents, school personnel, citizens) who will be directly served by, involved with, or impacted by the proposed program.
- (3) Describe how your project addresses the identified needs.
- (4) SDFSCA Principles of Effectiveness require ongoing consultation with and input from parents in the development and implementation of projects. Describe specifically how parents have had input into the development of this proposal and will be consulted in the implementation of the proposed project.
- (5) To receive SDFSCA funding, the program you propose to implement must be based on scientifically-based research that provides evidence that the program will reduce violence and/or illegal drug use. See Resources section of this RFP for information on effective and scientifically-based programs.

C. Goals, Objectives, and Proposed Activities

- (1) Describe the outcomes your project hopes to achieve.
- (2) State the measurable goals and objectives of the project and the activities proposed to achieve the goals and objectives established. All three must be connected.

D. Implementation Timeline

- (1) Provide a project implementation timeline, listing major activities with starting and completion dates.
- (2) Activities must reflect and support goals and objectives in “C” and must appear feasible and appropriate.

E. Evaluation

- (1) For each goal and objective, describe the method(s) to be used to measure the changes expected and progress made for each goal and objective.
- (2) Describe how the findings will be used to refine and strengthen the program.
- (3) Explain how the findings will be publicly reported.

F. Budget Narrative

- (1) A budget narrative itemizing and justifying all expenditures must be provided.
- (2) Refer to Section III. CRITERIA FOR AWARD for Budget guidelines.

III. CRITERIA FOR AWARD

1. Needs/Justification for Program Being Proposed - 25 Points

- a. Response to each item is clear, specific, and thorough.
- b. Assessment of youth-violence and substance abuse-related needs in the community and/or population to be served uses appropriate and most current data.
- c. Target group to be served is clearly identified; number of children, youth, and others to be served/impacted by project is stated.
- d. Rationale for project reflects careful examination of available information and represents a credible justification for the proposed project.
- e. Project coordination with existing programs shows knowledge of and appropriate use of resources.
- f. Requirement for meaningful and ongoing consultation with parents is met.

2. Implementation and Timeline – 30 Points

- a. Plan for implementation appears appropriate for project proposed.
- b. Quality and level of support from the host agency/organization are evident.
- c. Timeline appears feasible for efficient project operation.

3. Goals, Objectives, and Proposed Activities – 15 Points

- a. Outcomes intended are clearly described.
- b. Goals, objectives and activities are appropriate to achieve intended outcomes.
- c. Goals, objectives, and activities clearly reflect the underlying program logic.
- d. Goals and objectives are measurable and clearly identify Target Group, Identified Need (s), and Evidence of change.

4. Budget – 15 Points

- a. Expenditures proposed are authorized under SDFSCA.
- b. Proposed costs are recognized as ordinary and necessary to the efficient implementation of the project.
- c. The budget narrative includes all proposed expenditures that are appropriately itemized by category, unit and cost.

5. Evaluation – 15 Points

- a. Plan for evaluation is clearly defined and appropriate for project proposed.
- b. Plan assesses implementation to ensure fidelity to intended program design.
- c. Appropriate methods are used to measure outcomes defined in objectives and goals.
- d. Strategies for using findings to refine, improve and strengthen the program are clearly described.
- e. Plans for publicly reporting progress toward achieving project goals are appropriate and adequate.

DEADLINE: September 30, 2008 at 4:00 p.m.

Refer to the Guidance for State and Local Implementation of Programs or visit www.ed.gov/about/offices/list/osdfs/index.html for complete details of Safe and Drug-Free Schools and Communities Program.

Contact information:

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AWARD CONTRACT AND SPECIAL CONDITIONS ACCEPTANCE

1. Subgrantee agrees to fully comply with the specific requirements of the Safe and Drug-Free Schools and Communities Act of 2001, including SDFSCA Principles of Effectiveness.
2. Subgrantee agrees that all materials produced, distributed and/or purchased with award funds will convey a clear and consistent message that acts of violence and the illegal use of drugs are wrong and harmful.
3. Subgrantee agrees to submit an INTERIM REPORT (S) and a FINAL PERFORMANCE REPORT according to the agreed upon SCHEDULE OF REPORTS.
4. Subgrantee agrees to allow time to discuss drug and alcohol related issues within the time frame of the program, to promote community awareness on these subject matters.
5. Subgrantee agrees to complete and submit to the Program Coordinator a Certification regarding Drug Free Workplace requirement; to meet the requirements of the Drug Free Workplace Act of 1988, (Public Law 100-690, Title V, Subtitle D).
6. Subgrantee will submit a list of names and ages of participants in the organization with the application.
7. Subgrantee agrees that (a) the awarded fund shall be expended according to OMG regulations and approved budget in the proposal; (b) that original receipts must be provided; (c) and that fifty-percent or other amount to be determined by program coordinator will be issued after FINAL PERFORMANCE REPORT has been submitted to the program coordinator.
8. Subgrantee understands that the awarded fund is not seed money to implement a program, but a supplemental funding source.
9. Subgrantee must immediately submit to the grantor a letter regarding changes to the project's schedule.
10. Subgrantee agrees to keep project records for a period of three years and provide such information to the Office of the Governor as may be required for a fiscal audit and program evaluation.
11. The subgrantee agrees to complete a Certificate Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion, prior to finalizing any

financial agreements. This would include any consultants who have critical influence on or substantive control over the subgrant.

Name of Project Director

Program Coordinator

Signature of Project Director

Signature of Program Coordinator

APPENDIX A

SDFSCA Principles of Effectiveness

SDFSCA Section 4115(a)

"(1) IN GENERAL.—For a program or activity developed pursuant to this subpart to meet the principles of effectiveness, such program or activity shall—

- (A) be based on an assessment of objective data regarding the incidence of violence and illegal drug use in the elementary schools and secondary schools and communities to be served, including an objective analysis of the current conditions and consequences regarding violence and illegal drug use, including delinquency and serious discipline problems, among students who attend such schools (including private school students who participate in the drug and violence prevention program) that is based on ongoing local assessment or evaluation activities;
- (B) be based on an established set of performance measures aimed at ensuring that the elementary schools and secondary schools and communities to be served by the program have a safe, orderly and drug-free learning environment;
- (C) be based on scientifically-based research that provides evidence that the program to be used will reduce violence and illegal drug use;
- (D) be based on an analysis of the data reasonably available at the time, of the prevalence of risk factors, including high or increasing rates of reported cases of child abuse and domestic violence; protective factors, buffers, assets; or other variables in schools and communities in the State identified through scientifically based research; and
- (E) include meaningful and ongoing consultation with, and input from, parents in the development of the application and administration of the program or activity.

(2) PERIODIC EVALUATION.—

(A) REQUIREMENT.—The program or activity shall undergo a periodic evaluation to assess its progress toward reducing violence and illegal drug use in schools to be served based on performance measures described in section 4114(d)(2)(B).

(B) USE OF RESULTS.—The results shall be used to refine, improve and strengthen the program, and to refine the performance measures, and shall also be made available to the public upon request, with public notice of such availability provided. "

RESOURCES

Information on specific programs may be found using one or more of the following sources:

1. Office of Safe and Drug-Free Schools

U.S. Department of Education
400 Maryland Avenue, SW
FB-6
Washington, DC 20202-6123
Telephone: 202-260-3954
Fax: 202-260-7767
Web: www.ed.gov/offices/OESE/SDFS

The Safe and Drug-Free School Program staff provides additional information about the administration of SDFSCA programs, as well as implementation of the Gun-Free Schools Act, the Unsafe School Choice Option, and Pro-Children Act provisions.

2. Helping America's Youth at www.helpingamerica'syouth.gov

Helping America's Youth is a national organization aimed at raising awareness about the challenges facing our youth, especially at-risk boys, and to encourage and inspire adults to connect with youth in three key areas: family, school, and community. As the leader of the Helping America's Youth goals, First Lady Laura Bush is highlighting programs, which are effectively helping America's young people.

This website has many resource materials and guides for developing and evaluating programs aimed at helping the youth.

3. National Registry of Evidence-based Programs and Practices

<http://nrepp.samhsa.gov/>

4. National Resource Center for Safe Schools

101 SW Main, Suite 500, Portland, OR 97204
Telephone: 1-800-268-2275 or (503) 275-0131
Fax: (503) 275-0444
Web: www.safetyzone.org

5. Division of Adolescent and School Health (DASH)

Centers for Disease Control and Prevention
Department of Health and Human Services
Web: <http://www.cdc.gov/nccdphp/dash>